

Fiscal Year 2010

Report on Telework

IN MONTANA STATE GOVERNMENT

September 2010



**State Human Resources Division
Department of Administration**

Telework Activity Summary – Fiscal Year 2010

At the end of each fiscal year, the State Human Resources Division compiles agency information into a telework report.

Over the past several years, agencies have expressed confusion as to the definition of telework. Telework is defined as a formal work arrangement in which agency management directs or permits employees to perform their usual job duties away from the central workplace. In keeping with the definition of telework, we asked agencies to report the numbers of teleworkers who were working under a *written agreement* in fiscal year 2010. As a result of this clarification, the number of teleworkers reported from fiscal year 2009 to fiscal year 2010 fell sharply. We feel this year's information better represents the number of employees teleworking in state government by eliminating confusion in how teleworkers are defined.

Agencies reported information in two ways:

1. Full-time teleworkers: Employees who teleworked full time (forty hours or more per week)
2. Part-time teleworkers: Employees who teleworked less than full time (less than forty hours per week).

Teleworker counts are listed in Table One. The counts are organized by agency for part-time and full-time teleworkers. Table Two provides comparisons of teleworkers by agency for fiscal year 2009 and 2010.

Table 1 – Telework Counts by Agency for Fiscal Year 2010

Agency Name	Agency Number	Number of Employees Teleworking Part-time	Number of Employees Teleworking Full-time	Total Number of Employees Teleworking	Percentage of Agency Workforce
Administration	611	31	1	32	5.8%
Agriculture	621	0	5	5	5.1%
Board of Public Education	511	0	0	0	0.0%
Commerce	651	0	3	3	1.6%
Corrections	641	2	1	3	0.2%
Environmental Quality	531	29	0	29	6.8%
Fish, Wildlife, & Parks	521	28	76	104	14.4%
Governor's Office	311	1	0	1	3.3%
Justice	411	0	2	2	0.3%
Labor & Industry	662	18	76	94	12.3%
Livestock	563	0	0	0	0.0%
Military Affairs	671	0	0	0	0.0%
Montana Arts Council	514	2	1	3	27.3%
Montana Historical Society	517	1	0	1	1.6%
Montana State Library	515	1	4	5	11.6%
Natural Resources & Conservation	576	0	0	0	0.0%
Office of Public Instruction	351	1	0	1	0.6%
Office of Public Defender	618	0	1	1	0.5%
Political Practices	322	1	0	1	25.0%
Public Health & Human Services	691	3	13	16	0.6%
Public Service Commission	421	1	0	1	3.8%
Revenue	581	3	0	3	0.5%
School for Deaf & Blind	513	6	13	19	45.2%
Secretary of State	321	0	0	0	0.0%
State Auditor	341	0	2	2	2.8%
Transportation	541	5	21	26	1.3%
Total		133	219	352	3.0%

**Table 2 - Telework Counts by Agency - Fiscal Year 2009
and 2010 Comparison**

Agency Name	Agency Number	FY 2009 Total Teleworkers	FY 2010 Total Teleworkers	Percent Change
Administration	611	19	32	68.4%
Agriculture	621	4	5	25.0%
Board of Public Education	511	0	0	0.0%
Commerce	651	5	3	-40.0%
Corrections	641	5	3	-40.0%
Environmental Quality	531	18	29	61.1%
Fish, Wildlife, & Parks	521	104	104	0.0%
Governor's Office	311	5	1	-80.0%
Justice	411	237	2	-99.2%
Labor & Industry	662	79	94	19.0%
Livestock	563	39	0	-100.0%
Military Affairs	671	0	0	0.0%
Montana Arts Council	514	4	3	-25.0%
Montana Historical Society	517	1	1	0.0%
Montana State Library	515	5	5	0.0%
Natural Resources & Conservation	576	0	0	0.0%
Office of Public Instruction	351	16	1	-93.8%
Office of the Public Defender	618	2	1	-50.0%
Political Practices	322	4	1	-75.0%
Public Health & Human Services	691	11	16	45.5%
Public Service Commission	421	3	1	-66.7%
Revenue	581	6	3	-50.0%
School for Deaf & Blind	513	15	19	26.7%
Secretary of State	321	0	0	0.0%
State Auditor	341	0	2	200.0%
Transportation	541	24	26	8.3%
Grand Total		606	352	-41.9%

References

[Telework, Section 2-18-120, MCA](#)

[Telework Policy \(MOM #03-0155\)](#)

[Telework Fact Sheet](#)

Alternative formats may be obtained through the State Human Resources Division, Department of Administration, 125 N. Roberts St., PO Box 200127, Helena, MT 59620-0127. Telephone 406-444-3871. Those using a TTY may call the Montana Relay Service at 711.

This report is available electronically at
<http://www.hr.mt.gov/content/hrpp/docs/Reports/TeleworkReport2010> on the Montana state web page.
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